Aggregate File Creation Parameters

for

State Reporting and Records Transfer System

File: Professional Assignment Information Form (PAIF)

For reporting year 2003

Version 4.0.7

California Department of Education

June 23, 2003

Table of Contents

Revision History

Name	Date	Reason For Changes	Version	
K. Scheff	2003.06.23	Fixed end location for element 6 and start and end locations for elements 7 through 67 in the Attachment A - PAIF Staff General Record Layout section.	4.0.7	
K. Scheff	2003.06.22	Added the following language to Section Selection Criteria: PAIF-SelectStaffDetail (PAIFB): "Count each student only once per class, even when multiple course enrollment records are submitted for the same student, course, and section combination". Also updated the linking record section for COUR IN NULL and ENRA SE NULL to include Institution ID Type. Added Institution ID Type to Valid Codes section and reordered elements in this section.	4.0.6	
K. Scheff	2003.04.14	Miscellaneous typos, case, and formatting changes, font size, and names of elements corrected.	4.0.5	
K. Scheff	2003.04.04	Further revisions to Section Selection Criteria. Reordered "Required Elements" and added codes for ethnicity-fixed Appendix references. Shaded headers. Fixed Local Course number reference to CDE element. Added descriptive criteria for selecting between two elements in PAIF-B record section for CDS code and Assignment codes. Added "section selection criteria" line for each "CSIS Data Element Used" table.	4.0.4	
K. Scheff	2003.03.27	Updated Section Selection Criteria for B-Type record as suggested by CSIS.	4.0.3	
K. Scheff	2003.03.22	Minor Update in formatting	4.0.2	
K. Scheff	2003.02.10	Updates for 2003 – See "summary of changes" for detailed description of changes	4.0.1	

Details of Changes between 2002-2003 (v 3.14) and 2003-2004 (v 4.x)

Section	Change(s)
2. Required CSIS Data Elements and Valid Codes	Added this section, which includes a listing of all CSIS data elements that are to be used in aggregation document and valid codes for those elements (where applicable).
3. File: CBEDS – Professional Assignment Information Form – General	**Modifications to format** Renamed this section. Added *Section Selection Criteria* section, which includes CSIS elements and criteria that are used in more than on aggregation parameters. Also shows file formats and how records are constructed for use in the aggregation parameters. Consolidated format for defining individual elements. The *Field Identification* and *Data Source Summary* tables were combined into the *CSIS Data Elements Used* table. The *Data Element Use* table was reformatted and renamed to *CDE Data Elements Populated.* Where possible, repeating element definitions (with slight variations in *Additional Criteria*) are combined into a single data element definition, substantially reducing the amount of space used to define elements **Deletions:** 2.33 Assignment Code1 … Through 2.80 Grade level of Class 8 **Additions:** Source Year Rec_type
4. File: CBEDS – Professional Assignment Information Form - Detail	**Additions:** Source Year Rec_type District Assigned Staff ID Last Name First Name Middle Initial Class Room Class Period Multiple Teacher Status Local Course number

Section	Change(s)

	Modifications:
	Replaced 3.1 County District School Code… with
	      County District Code
	      School code
	
	Renumbered after Additions and Modifications
	
	Modifications to format
	      Changed "Field Identification Section" format so that *"Form Page No (if any)", "Section No.","Row No.","Col No."* are all in one line instead of line for each entry.

5. Attachment A - PAIF Staff General Record Layout	**Changed format of "Layout Table"**
	Replaced "LOC" column with "Start" and "Stop" columns
	Renamed "SIZE" column to "Width"
	Added "Type" column
	Added "Decimals" column
	Renamed "VALID CODES" column to "Description"
	
	Deletions:
	      1. rec_id
	      6. Filler 1
	      10. Filler 2
	      37. Filler 3… *through…* 108. gd_lev_8
	      140. filler 27
	      143. P
	
	Modifications:
	Moved 141 SpecSubj to 66 (After ADULT)
	No longer collecting Percent of Full time, Full /Part Time Status, Teach Over 100% (Can now be calculated form Percent of time per assignment.
	
	Combined Teacher – level assignment codes and percent of time with "PAIF-C" Course enrollment data.
	Additions:
	1. Source
	2. Year
	3. Rec_type
	
	Renumbered after Additions and Modifications

Section	Change(s)

6. Attachment A - PAIF Staff Detail Record Layout	**Changed format of "Layout Table"**
	Replaced "LOC" column with "Start" and "Stop" columns
	Renamed "SIZE" column to "Width"
	Added "Type" column
	Added "Decimals" column
	Renamed "VALID CODES" column to "Description"
	
	Deletions:
	    1. rec_id
	    2. Local course section number
	
	Additions:
	1. Source
	2. Year
	3. Rec_type
	4. District Assigned Staff ID
	7. Last Name
	8. First Name
	9. Middle Initial
	12. Class Room
	13. Class Period
	14. Multiple Teacher Status
	
	Modifications:
	Replaced 1 County District School Code… with
	      5 County District Code
	      6 School code
	
	Changed ASN_PCT to implied decimal 2 places width 6
	
	Combined Teacher – level assignment codes and percent of time with "PAIF-C" Course enrollment data.
	
	Renumbered after Additions and Modifications

1. Introduction

Purpose

This **Aggregate File Creation Parameters** is intended to provide a clear set of rules and specifications for creating the CDE required aggregate file *Professional Assignment Information Form (PAIF)* from records submitted by Local Education Agencies (LEAs). This document is under very strict version control and is to be updated and released simultaneously with new releases of the CSIS Data Dictionary, Code Tables, Validation Tables and File Formats.

This document is created and maintained by California Department of Education, Education Demographics Office.

Document Conventions

The title page and header of this document contain a version number in the form X.Y where:
    X is the version number in sequence 1 through N
    Y is the revision number in sequence .1 through .N

The first approved version of the document will be numbered 1.0

Each new version represents substantial change to the document (for example, adding or deleting work products or processes) and will be serially numbered to the left of the decimal (for example 2.0, 3.0,...) once it has been approved by CSIS management.

Minor revisions (that is, format or spelling) will retain the major version number and increment the revision number to the right of the decimal (for example 1.0, 1.1, 1.2,…).

Intended Audience and Reading Suggestions

The primary audience intended to read this document are the technical staff responsible for transitioning the CDE paper based aggregate reporting system to the new State Reporting and Records Transfer System (SRRTS). These are the CDE Program technicians and the programming staff writing the aggregation routines. The software quality assurance staff should also use this document to create test plans.

Readers should first familiarize themselves with the SRRTS System Architecture, SRRTS System Requirements Specification, SRRTS State Reporting Subsystem Architecture and Transmission File Formats prior to reading this document. The reader should be thoroughly familiar with the CSIS Data Dictionary and Code before reading this document.

References

All of the other documents referenced by this document can be found on the CSIS web site, in the document library. The web site address is http://www.csis.k12.ca.us/library/index.html. The following documents stored there will assist the reader in gaining a full understanding of the requirements and specifications for SRRTS:

- CSIS Program Charter
- SRRTS Project Charter
- Use Cases for SRRTS
- SRRTS System Architecture
- CSIS Program Glossary

The following documents are specifically referenced by each of the form/file aggregate definitions included in this document. These reference documents explain the actual content and source of information for the aggregations defined here.

- CSIS Data Dictionary
- CSIS Data Dictionary Code Tables
- File Transmission Formats

2. Required CSIS Data Elements and Valid Codes

The following table contains all CSIS data elements (from *CSIS Data Dictionary version 4.1)* and related File formats (from *CSIS File Transmission Formats 2003-2004*) that are used in the creation of the CDE data elements specified in this document. Also included are valid codes for these CSIS data elements where codes are defined either in the *CSIS Data Dictionary version 4.1* or the *CSIS Data Dictionary Code Tables version 4.1*. The codes that are included are only those that are valid for creating CDE data elements in this document and may be a subset of all codes listed in the CSIS reference materials.

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
DEMO GN NULL	01.02	CSIS Student ID	
DEMO GN NULL	02.01	Student Gender	F-Female; M-Male

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
ENRA SE NULL	01.02	CSIS Student ID	
ENRA SE NULL	05.03.03	School Of Enrollment ID Number	
ENRA SE NULL	05.04	Grade Level	KN- Kindergarten 06-Sixth Grade 11-Eleventh grade 01-First Grade 07-Seventh Grade 12-Twelfth Grade 02-Second Grade 08-Eighth Grade UE-Ungraded Elementary (K-8) 03-Third Grade 09-Ninth Grade US-Ungraded Secondary (9-12) 04-Fourth Grade 10-Tenth Grade AD-Adults in K-12 programs 05-Fifth Grade

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
COUR IN NULL	01.02	CSIS Student ID	
COUR IN NULL	14.03	Institution ID	
COUR IN NULL	08.02	Institution ID Type	1
COUR IN NULL	08.03	Institution ID Number	

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
COUR AC TA	01.02	CSIS Student ID	
COUR AC TA	08.05.01	Locally Assigned Course Number	
COUR AC TA	08.05.02	Course Section Number	
COUR AC TA	08.05.03	CBEDS Subject Area Assignment Code	See Appendix J from CSIS Data Dictionary Code Tables
COUR AC TA	08.05.11	Date Student first enrolled in course	
COUR AC TA	08.05.12	Date Student Last enrolled in course	

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
STAF DE GN	14.03	Institution ID	
STAF DE GN	12.01	Locally Assigned Staff ID	
STAF DE GN	12.02	Staff Name - First	
STAF DE GN	12.03	Staff Name - Middle	
STAF DE GN	12.04	Staff Name - Surname	

File Format	ID	Name	Codes Valid for this Aggregation Rule Set		
STAF DE GN	13.01	Staff Birth Year			
STAF DE GN	13.05	Staff Education Level			
STAF DE GN	13.07	Gender of Staff	F-Female; M-Male		
STAF DE GN	13.13	Staff hire date			
STAF DE GN	13.16	Staff exit date			
STAF DE GN	13.17	Staff Position Status			
STAF DE GN	13.20	Total Years of Educational Service			
STAF DE GN	13.21	Total Years in This District			

File Format	ID	Name	Codes Valid for this Aggregation Rule Set		
STAF DE AS	14.03	Institution ID			
STAF DE AS	12.01	Locally Assigned Staff ID			
STAF DE AS	13.09.01	Staff Assignment	See Appendix Q from *CSIS Data Dictionary Code Tables*		
STAF DE AS	13.09.02	Percentage of time per assignment			
STAF DE AS	13.03	Job Classification	CBEDS Certificated (K-12): 10-Administrator 11-Pupil service 12-Teacher	25-Non-certificated administrator (assistant or deputy superintendent or higher if the district governing board has waived certification requirements)	Title VI: 40-Administrator 41-Teacher Migrant Education: 50-Administrator 51-Teacher 56-Counselor

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
STAF DE ET	12.01	Locally Assigned Staff ID	
STAF DE ET	13.08	Staff Race/Ethnicity	100 American Indian or Alaska Native 201 Chinese 202 Japanese 203 Korean 204 Vietnamese 205 Asian Indian 206 Laotian 207 Cambodian 299 Other Asian 301 Hawaiian 302 Guamanian 303 Samoan 304 Tahitian 399 Other Pacific Islander 400 Filipino 500 Hispanic or Latino 600 Black or African American (Not Hispanic) 700 White (Not Hispanic)

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
STAF DE CR	12.01	Locally Assigned Staff ID	

File Format	ID	Name	Codes Valid for this Aggregation Rule Set		
STAF DE CR	13.10	Authorized Teaching Area	01-Elementary self-contained classroom 02-Special Education 03-Reading 40 or 04-Bilingual (BCC or BCLAD) 05-English Language Development (CLAD, LDS, ESL) 06-Specially Designed Academic Instruction in English (SDAIE) 07-Adult Education	08-Special Designated Subjects (driver education, driver training, ROTC, basic military drill, aviation flight or ground instruction) 10-General secondary (all subjects) 11-Agriculture 12-Art 13-Business 14-English 15-Foreign language	16-Health science 17-Home economics 18-Industrial and Technology 19-Life Science 20-Mathematics 21-Music 22-Physical Education 23-Physical Science 24-Social Science 25-Vocational
STAF DE CR	13.11	Credential Type	1-Full Credential 2-University Internship	3-District Internship 4-Pre-intern	5-Emergency Permit *(in current assignment)* 6-Waiver *(in current assignment)*

File Format	ID	Name	Codes Valid for this Aggregation Rule Set		
INST MS CR	15.02	Local Course Identification Number			
INST MS CR	15.01	CBEDS Assignment Code	See Appendix J of *CSIS Data Dictionary Code Tables*		
INST MS CR	15.08	UC/CSU Approved Course	A-History / Social Science B-English C-Mathematics D-Laboratory Science E-Foreign Language F-Visual and Performing Arts G-College Preparatory Elective	GA-History/Social Science Elective GB-English Elective GC-Mathematics Elective GD-Laboratory Science Elective	GE-Foreign Language Elective GF-Visual and Performing Arts Elective GO-Other Elective

File Format	ID	Name	Codes Valid for this Aggregation Rule Set
INST MS SC	12.01	Locally Assigned Staff ID	
INST MS SC	15.02	Local Course Identification Number	
INST MS SC	15.03	Course Section Number	
INST MS SC	15.07	Class Period	
INST MS SC	15.11	Class Room	
INST MS SC	15.12	Multiple Teacher Status	01-Team teaching: Two or more teachers providing instruction to the class during the entire class session. 02-Job sharing: Two or more teachers providing instruction to the class on an alternating basis, and not at the same time

3.　File: CBEDS - Professional Assignment Information Form – General

Description

Physical File Name:　PAIF-General

Description:　This section of the PAIF (pages 1 and 4) collects data on the age, assignment, credential types, teaching authorizations, and other general demographic information about certificated staff employed by California public school districts.

Related hard copy form:
　　Form name: Professional Assignment Information Form (Scantron)
　　Form date:　October 2003

Section Selection Criteria

Assumptions:
Within these aggregation rules, "***CBEDS Information Day"*** is defined, as Wednesday, October 1, 2003 (first Wednesday in October).

Each named *Section Selection Criteria* is used in one or more of the following *Field Definitions*.

Section Selection Criteria: PAIF-SelectStaff

These are certificated staff (and staff in other select classifications defined as below) who were employed on CBEDS Information Day. Within a district, there will be one record created for each staff member who meets the criteria and the record will contain the district code, school code, name, age, credential types, teaching authorizations, and other general demographic information about the staff member.

If a teacher is teaching at multiple sites, the site where the majority of the time is spent should be chosen for the PAIF-A record. "Only one PAIF A record per staff, but multiple PAIF B records per staff can exist with different school codes to reflect the actual assignments of the individual."

This section defines those elements that are used to describe a unique set of attributes for each PAIF-A record to be generated. Each element is defined as to its source (what CSIS record format it comes from) and how it is used. Some elements are used to define uniqueness while others are used to join together the records in which they are found.

Unique Elements List: Generate one PAIF-A record for each unique set of these elements.

File Format	ID	Name	Criteria
STAF DE GN	14.03	Institution ID	KEY (use only the first 7 digits to determine uniqueness)
STAF DE GN	12.01	Locally Assigned Staff ID	KEY

Record Links: Join the following records together using the following Elements.

STAF DE GN, STAF DE ET, STAF DE AS, STAF DE CR	14.03 12.01	Institution ID Locally Assigned Staff ID	When joining Staff records together, since the locally assigned staff id is unique within a district for an individual, use the CDNumber (first 7 digits of InstitutionID) along with the Locally Assigned Staff ID to join the records together. The 8th through 14th digits of the Institution ID on the STAF DE AS record indicate the exact school of the assignment and may not match the InstitutionID of the other staff records.

Select only those records that meet the following criteria after they have been joined:

STAF DE GN	13.13	Staff hire date	On or before "Information Day"
STAF DE GN	13.16	Staff exit date	On or after "Information Day" or be blank
STAF DE AS	13.03	Job Classification	= 10,11, 12, 25, 40, 41, 50, 51 or 56

Field Definitions

Record Identifiers

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
None	None	None	None
Action	See "Additional Criteria"		
Section Selection Criteria	None		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
				A.1 SOURCE	Submission Source	WRITE "PAIF"
				A.2 YEAR	Year of Submission	WRITE "03"
				A.3 REC_TYPE	Record Type	WRITE "A"

County-District-School Code

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	14.03	Institution ID	None
Action	See "Additional Criteria"		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.4 CD_CODE	County and District Code	EXTRACT digits 1 through 7
1				A.5 SCH_CODE	School Code	EXTRACT digits 8 through 14

Last Name

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.04	Staff Name - Surname	None
Action	EXTRACT 12.04 Staff Name - Surname		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.6 LAST_NAME	Last Name	None

First Name

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.02	Staff Name - First	None
Action	EXTRACT 12.02 Staff name – First		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.7 FIRST_NAME	First Name	None

Middle Initial

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.03	Staff Name – Middle	None
Action	EXTRACT 1st letter of 12.03 Staff Name – Middle		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.8 M_I	Middle Initial	None

Staff Gender

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	13.07	Gender of Staff	None
Action	EXTRACT 13.07 Gender of Staff		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.9 GENDER	Gender	None

Staff Birth Year

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	13.01	Staff Birth Year	None
Action	EXTRACT digits 3 and 4 of 13.01 Staff Birth Year		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.10 BIRTH_YEAR	Staff Birth Year	None

Staff Education Level

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	13.05	Staff Education Level	None
Action	EXTRACT 13.05 Staff Education Level		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.11 ED_LEVEL	Staff Education Level	None

Total Years Teaching

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	13.20	Total Years of Educational Service	None
Action	EXTRACT 13.20 Total Years of Educational Service		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.12 YRS_TEACH	Total Years Teaching	None

Years Teaching in District

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	13.21	Total Years in This District	None
Action	EXTRACT 13.21 Total Years in This District		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				A.13 YRS_DIST	Years Teaching in District	None

Race/ethnicity

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE ET	12.01	Locally Assigned Staff ID	Select all STAF-DE-ET records for a given 12.01 Locally Assigned Staff ID
STAF DE ET	13.08	Staff Race/Ethnicity	See *Additional Criteria*
Section Selection Criteria	PAIF-SelectStaff		
Action	WRITE "Y" IF meets "Criteria" and "Additional Criteria", ELSE WRITE "N"		

CDE Data Element(s) Populated

Pg	Sec	Row	Col	Item # and Mnemonic	Name	Additional Criteria
1		1		A.14 IND	American Indian/Alaska native	IF any 13.08 Staff Race/Ethnicity = 100
1		2		A.15 CHIN	Asian-Chinese	IF any 13.08 Staff Race/Ethnicity = 201
1		3		A.16 JAPN	Asian-Japanese	IF any 13.08 Staff Race/Ethnicity = 202
1		4		A.17 KOR	Asian-Korean	IF any 13.08 Staff Race/Ethnicity = 203
1		5		A.18 VIET	Asian-Vietnamese	IF any 13.08 Staff Race/Ethnicity = 204
1		6		A.19 ASIANIND	Asian-Indian	IF any 13.08 Staff Race/Ethnicity = 205
1		7		A.20 LAO	Asian-Laotian	IF any 13.08 Staff Race/Ethnicity = 206
1		8		A.21 CAM	Asian-Cambodian	IF any 13.08 Staff Race/Ethnicity = 207
1		9		A.22 OTHASN	Asian-Other	IF any 13.08 Staff Race/Ethnicity = 299
1		10		A.23 HAW	Pacific Islander-Hawaiian	IF any 13.08 Staff Race/Ethnicity = 301
1		11		A.24 GUA	Pacific Islander-Guamanian	IF any 13.08 Staff Race/Ethnicity = 302
1		12		A.25 SAM	Pacific Islander-Samoan	IF any 13.08 Staff Race/Ethnicity = 303
1		13		A.26 OTHPAC	Pacific Islander-Other	IF any 13.08 Staff Race/Ethnicity = 399 or 304
1		14		A.27 FIL	Filipino	IF any 13.08 Staff Race/Ethnicity = 400
1		15		A.28 HISP	Hispanic	IF any 13.08 Staff Race/Ethnicity = 500
1		16		A.29 BLK	African American-not Hispanic	IF any 13.08 Staff Race/Ethnicity = 600
1		17		A.30 WHT	White-not Hispanic	IF any 13.08 Staff Race/Ethnicity = 700

Teach Over 100%

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
None	None	None	None
Action	WRITE blanks		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
4				A.31 OVER_100	Teach Over 100%	WRITE blanks

Staff Position Status

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	13.17	Position Status	None
Action	IF 13.17 Position Status = 1 WRITE "T". IF 13.17 Position Status = 2 WRITE "P". IF 13.17 Position Status = 3 WRITE "L". IF 13.17 Position Status = 4 WRITE "O"		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
4				A.32 STATUS	Status	None

Full – Part Time Status

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
None	None	None	None
Action	WRITE blanks		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
4				A.33 F_P_TIME	Full or Part Time	WRITE blanks

Percent of Full Time

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
None	None	None	None
Action	WRITE blanks		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
				A.34 PER_TIME	Percent of Full time (for Part time staff)	WRITE blanks

Teaching Credential

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE CR	13.11	Credential Type	See *Additional Criteria*
Action		WRITE "Y" IF meets "Criteria and "Additional Criteria", ELSE WRITE "N"	
Section Selection Criteria		PAIF-SelectStaff	

CDE Data Element(s) Populated

Source Form				Item # and		
Pg	Sec	Row	Col	Mnemonic	Name	Additional Criteria
4				A.35 FULL_CRED	Full Credential	IF any 13.11 Credential Type = 1
4				A.36 UNIV_INT	University Intern	IF any 13.11 Credential Type = 2
4				A.37 DIST_INT	District Intern	IF any 13.11 Credential Type = 3
4				A.38 PRE_INT	Pre-Intern	IF any 13.11 Credential Type = 4
4				A.39 EMERGENCY	Emergency	IF any 13.11 Credential Type = 5
4				A.40 WAIVER	Waiver of Credential	IF any 13.11 Credential Type = 6

Authorized Teaching Area

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE CR	13.10	Authorized Teaching Area	See *Additional Criteria*
Action		WRITE "Y" IF meets "Additional Criteria", ELSE WRITE "N"	
Section Selection Criteria		PAIF-SelectStaff	

CDE Data Element(s) Populated

\multicolumn{4}{	c	}{Source Form}	Item # and		
Pg	Sec	Row	Col	Mnemonic	Name	Additional Criteria
4				A.41 ELEM	Elementary/Self-Contained Classroom	IF any 13.10 Authorized Teaching AreaType = 01
4				A.42 SEC	Secondary/Subject-Specific Classroom	IF any 13.10 Authorized Teaching AreaType = 10 through 25
4				A.43 GEN_SEC	General Secondary	IF any 13.10 Authorized Teaching AreaType = 10
4				A.44 AGRI	Agriculture	IF any 13.10 Authorized Teaching AreaType = 11
4				A.45 ART	Art	IF any 13.10 Authorized Teaching AreaType = 12
4				A.46 BUSINESS	Business	IF any 13.10 Authorized Teaching AreaType = 13
4				A.47 ENGLISH	English	IF any 13.10 Authorized Teaching AreaType = 14
4				A.48 FOR_LANG	Foreign Language	IF any 13.10 Authorized Teaching AreaType = 15
4				A.49 HEALTH	Health Science	IF any 13.10 Authorized Teaching AreaType = 16
4				A.50 HOME_ECON	Home Economics	IF any 13.10 Authorized Teaching AreaType = 17
4				A.51 IND_TECH	Industrial and Technology	IF any 13.10 Authorized Teaching AreaType = 18
4				A.52 LIFE_SCI	Life Science	IF any 13.10 Authorized Teaching AreaType = 19
4				A.53 MATH	Mathematics	IF any 13.10 Authorized Teaching AreaType = 20
4				A.54 MUSIC	Music	IF any 13.10 Authorized Teaching AreaType = 21
4				A.55 PHYS_ED	Physical Education	IF any 13.10 Authorized Teaching AreaType = 22
4				A.56 PHYS_SCI	Physical Science	IF any 13.10 Authorized Teaching AreaType = 23
4				A.57 SOC_SCI	Social Science	IF any 13.10 Authorized Teaching AreaType = 24
4				A.58 VOC	Vocational	IF any 13.10 Authorized Teaching AreaType = 25
4				A.59 SPEC_ED	Special Education Specialist	IF any 13.10 Authorized Teaching AreaType = 02
4				A.60 READING	Reading Specialist	IF any 13.10 Authorized Teaching AreaType = 03
4				A.61 BCC	Bilingual (BCC or BCLAD)	IF any 13.10 Authorized Teaching AreaType = 04 or 40
4				A.62 ELD	English Language Development (CLAD, LDS, or ESL)	IF any 13.10 Authorized Teaching AreaType = 05
4				A.63 SDAIE	Specially Designed Academic Instruction in English (SDAIE)	IF any 13.10 Authorized Teaching AreaType = 06
4				A.64 ADULT	Adult Education	IF any 13.10 Authorized Teaching AreaType = 07
4				A.65 SPEC_SUBJ	Special Designated Subjects	IF any 13.10 Authorized Teaching AreaType = 08

District Assigned ID Number

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.01	Locally Assigned Staff ID	None
Action	EXTRACT 12.01 Locally Assigned Staff ID		
Section Selection Criteria	PAIF-SelectStaff		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
4				A. 66 DID	District Assigned I.D. Number	None

Process Method

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
None	None	None	None
Action	WRITE "C"		
Section Selection Criteria	None		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
				A.67 PROCESS_METHOD	Process Method	None

4.   CBEDS - Professional Assignment Information Form – Detail

Description

Physical File Name: PAIF-Detail

Description: This section of the PAIF (pages 2 and 3) collects certificated staff assignment, grade-level, classroom and period, female and male enrollment counts, and other course related data.

Related Hard Copy Form:
Form name: Professional Assignment Information Form (Scantron)
Form date: October 2003

Section Selection Criteria

In general these records contain information about teaching, administrative and pupil services assignments. These record will contain the district code, school code, assignment, and other descriptive information about the assignment. There are three possible types of records that can be produced in this section:

1. **Teachers with classroom assignments:** Details about the classroom assignments are reported (including grade-level, FTE in assignment, if the class meets UC/CSU requirements*, and enrollment where required*). General demographic information about the teacher is available in PAIF-A type records linked on locally assigned ID. There is one record created for teacher and individual assignment (class).

2. **Pupil services or administrative assignments:** FTE for each administrative or pupils services assignment are reported General demographic information about the Staff member is available in PAIF-A type records linked on locally assigned ID. There is one record created for the staff member and individual assignment.

3. **Classroom assignments without teacher-detail:** Details about the classroom assignments are reported (including grade-level, if the class meets UC/CSU requirements*, and enrollment where required*). General demographic information about the teacher is **NOT** available in PAIF-A type records. There is one record created for each individual assignment (class). Examples of this type of record would be a distance-learning classroom.

* See *CSIS Reference File Formats* for a description of the file that contains CBEDS assignment codes and flags indicating if "enrollment" and "Meets UC/CSU Requirements" is required, prohibited or allowed.

Section Select Criteria: PAIF-SelectStaffDetail

This section defines those elements that are used to describe a unique set of attributes for each PAIF-B record to be generated. Each element is defined as to its source (what CSIS record format it comes from) and how it is used. Some elements are used to define uniqueness while others are used to join together the records in which they are found. Count each student only once per class, even when multiple course enrollment records are submitted for the same student, course, and section combination.

Unique Elements List: Generate one PAIF-B record for each unique set of these elements. As described above (3 types of records), this should be implemented as an outer-join such that B records can be generated for Staff with no students, Staff with Students and Students with no staff.

File Format	ID	Name	Criteria
STAF DE AS	14.03	Institution ID	Use the CDS Code from STAF for reporting B records with staff assignments
ENRA SE NULL	05.03.03	School Of Enrollment ID Number	Use CDS Code from ENRA SE for reporting B records with students only.
STAF DE GN	12.01	Locally Assigned Staff ID	Null if no teacher exists for the class.
INST MS SC	15.07	Class Period	Null if no enrollment exists for assignment
INST MS SC	15.11	Class Room	Null if no enrollment exists for assignment
COUR AC TA	08.05.03	CBEDS Subject Area Assignment Code	Use Assignment Code from Staff for reporting B records with staff assignments, Use Assignment code from
STAF DE AS	13.09.01	Staff Assignment	COUR for reporting B records with students only.

Link the records together using the following fields

STAF DE AS STAF DE GN INST MS SC	12.01 14.03	Locally Assigned Staff ID Institution ID	Use only the first 7 digits of the Institution ID (county-district) to perform the join, but use the entire Locally Assigned Staff ID. This join associates Teachers with Classes as defined in the INST MS SC.
COUR IN NULL COUR AC TA	14.03 01.02 99.99.10	Institution ID CSIS Student ID Institution Sequence Number	Use only the first 7 digits of the Institution ID (county-district) to perform the join (county district). Combining the CSIS Student ID and the Institution Sequence Number provides a list of those classes for an individual student at the institution ID of the PAIF being generated.
COUR IN NULL ENRA SE NULL	14.03 05.03.03 08.02 08.03	Institution ID School Of Enrollment ID Number Institution ID Type Institution ID Number	Use the first 7 digits of the Institution ID (county-district) plus the intersection of School of Enrollment ID Number from the ENRA SE NULL and the Institution ID Type and Institution ID Number from the COUR IN NULL to create a list of COUR IN records for the Institution ID of the PAIF being generated.
INST MS SC COUR AC TA	14.03 08.05.02 15.03	Institution ID Course Section Class Number Course Section Number	Using the complete 14 digit CDS code of the Institution for which the SIF is being generated plus the Course Section Class number from the COUR AC TA record to match the Institution ID and Course Section Number in the INST MS SC record. Only one INST MS SC record should exist for a given Course Section Number.
COUR AC TA DEMO GN NULL	14.03 01.02	Institution ID CSIS Student ID	Use only the first 7 digits of the Institution ID (county-district) plus the CSIS Student ID to join the COUR AC TA record back to the student DEMO GN record.

Select only those records that meet the following criteria

ENRA SE	05.03.03	School of Enrollment ID number	Use only those records that match the Institution ID of the PAIF being generated.

File Format	ID	Name	Criteria
STAF DE AS	14.03	Institution ID	Use only those records that match the Institution ID of the PAIF being generated.
COUR IN	08.03	Institution ID Number	Use only those records that match the Institution ID of the PAIF being generated.
COUR AC TA	08.05.11	Date Student first enrolled in course	On or before "CBEDS Information Day" (or null if teacher w/no students)
COUR AC TA	08.05.12	Date Student Last enrolled in course	On or after "CBEDS Information Day" or blank (or null if teacher w/no students)
STAF DE GN	13.13	Staff Hire Date	On or before CBEDS Information Day (or null if students w/no teacher)
STAF DE GN	13.13	Staff Exit Date	On or after CBEDS Information Day or blank (or null if students w/no teacher)
STAF DE AS	13.03	Job Classification	= 10,11, 12, 25, 40, 41, 50, 51 or 56 (or null if students w/no teacher)

Field Definitions

Record Identifiers

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
None	None	None	None
Action	See additional Criteria		
Section Selection Criteria	None		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
				B.1 SOURCE	Submission Source	WRITE "PAIF"
				B.2 YEAR	Year of Submission	WRITE "03"
				B.3 REC_TYPE	Record Type	WRITE "B"

District Assigned ID Number

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.01	Locally Assigned Staff ID	None
Action	EXTRACT 12.01 Locally Assigned Staff ID		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
4				B.4 DID	District Assigned I.D. Number	None

County-District-school code

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE AS	14.03	Institution ID	Use *STAF DE AS 14.03 Institution ID* for reporting B records with staff assignments and no students.
ENRA SE NULL	05.03.03	School Of Enrollment ID Number	Use *ENRA SE NULL 05.03.030 School Of Enrollment ID Number* for reporting B records with students.
Action	See additional criteria		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.5 CD_CODE	County and District Code	EXTRACT Digits 1 through 7
1				B.6 SCH_CODE	School Code	EXTRACT digits 8 through 14

Last Name

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.04	Staff Name - Surname	None
Action	EXTRACT 12.04 Staff Name - Surname		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.7 LAST_NAME	Last Name	None

First Name

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.02	Staff Name – First	None
Action	EXTRACT 12.02 Staff Name – First		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.8 FIRST_NAME	First Name	None

Middle Initial

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE GN	12.03	Staff Name – Middle	None
Action	EXTRACT 12.03 Staff Name – Middle		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.9 M_I	Middle Initial	None

Assignment Code

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE AS	13.09.01	Staff Assignment	Use *STAF DE AS 13.09.01 Staff Assignment* for reporting B records with staff assignments and no students.
COUR AC TA	08.05.03	CBEDS Assignment Code	Use *COUR AC TA 08.05.03 CBEDS Assignment Code* for reporting B records with students.
Action	EXTRACT 08.05.03 CBEDS Assignment Code of 13.09.01 Staff Assignment		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.10 ASN_CODE	Assignment Code	None

Percentage of Time per Assignment

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
STAF DE AS	13.09.02	Percentage of Time per Assignment	None
Action	EXTRACT 13.09.02 Percentage of Time per Assignment		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.11 ASN_PCT	FTE Percent in Assign.	None

Class Room

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
INST MS SC	15.11	Class Room	None
Action	EXTRACT 15.11 Class Room		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.12 CLASS_ROOM	Class Room	None

Class Period

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
INST MS SC	15.07	Class Period	None
Action	EXTRACT 15.07 Class Period		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.13 CLASS_PERIOD	Class Period	None

Multiple Teacher Status

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
INST MS SC	15.12	Multiple Teacher Status	None
Action	EXTRACT 15.12 Multiple Teacher Status		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.14 MULT_TEACH_STAT	Multiple Teachers in Class	None

Enrollment in Class

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
DEMO GN NULL	02.01	Student Gender	See Additional Criteria
Action	COUNT (Note: If 15.12 Multiple Teacher Status = '01' THEN these counts of enrollment by CBEDS Assignment code, classroom, and class period are DIVIDED by the number of teachers in the classroom and period and rounded to the nearest whole integer. Example 1 - 100 male students in a classroom and class period with 3 teachers - 100/3 = 33.3 which is rounded to 33 male students for each of the 3 teacher record on the PAIF-B records. Example 2 - 51 female students in a classroom and class period with 2 teachers - 51/2 = 25.5 which is rounded to 26 female students for each of the 2 teacher PAIF-B records)		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.15 MALE_ENROLL	Male Enrollment	IF 02.01 Student Gender = "M"
				B.16 FEMALE_ENROLL	Female Enrollment	IF 02.01 Student Gender = "F"

Grade Level

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
ENRA SE NULL	05.04	Grade Level	See Additional Criteria
Action	WRITE one of "A, B, C, D, E, F, G, H, I, J, K, L" using "Additional Criteria"		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.17 GRADE_LEVEL	Grade Level	See below

Additional Criteria (continued)

IF code values for 08.05.03 = any valid entry in the CBEDS Assignment Code lookup table,
       THEN SORT by *ENRA SE NULL 05.04 Grade Level*,
       THEN GRADE_LEVEL = one of the following:

IF *05.04 Grade Level* = 'KN' for all student records associated with this class, THEN WRITE 'A' IF *05.04 Grade Level* = '01' for all student records associated with this class, THEN WRITE 'A' IF *05.04 Grade Level* = '02' for all student records associated with this class, THEN WRITE 'A' IF *05.04 Grade Level* = '03' for all student records associated with this class, THEN WRITE 'A'

IF *05.04 Grade Level* is not the same for all student records associated with this class,
       AND all 05.04 Grade Level codes = 'KN' or '01' or '02' or '03',
       THEN WRITE 'A'

IF *05.04 Grade Level* = '04' for all student records associated with this class, THEN WRITE 'B' IF *05.04 Grade Level* = '05' for all student records associated with this class, THEN WRITE 'C' IF *05.04 Grade Level* = '06' for all student records associated with this class, THEN WRITE 'D' IF *05.04 Grade Level* = '07' for all student records associated with this class, THEN WRITE 'E' IF *05.04 Grade Level* = '08' for all student records associated with this class, THEN WRITE 'F' IF *05.04 Grade Level* = '09' for all student records associated with this class, THEN WRITE 'G' IF *05.04 Grade Level* = '10' for all student records associated with this class, THEN WRITE 'H' IF *05.04 Grade Level* = '11' for all student records associated with this class, THEN WRITE 'I' IF *05.04 Grade Level* = '12' for all student records associated with this class, THEN WRITE 'J'

IF 05.04 Grade Level is not the same for all student records associated with this class,
       AND there are only two different codes used among the records,
       AND at least one of the *05.04 Grade Level* codes # 'KN' or '01' or '02' or '03',
       AND one grade level count > 50% of the total count,
       use the majority *05.04 Grade Level* code and the parameters above to determine the correct value to WRITE

IF *05.04 Grade Level* is not the same for all student records associated with this class,
       AND there are only two different codes used among the records,
       AND at least one of the *05.04 Grade Level* codes # 'KN' or '01' or '02' or '03',
       AND one grade level count is NOT > 50% of the total count,
       use the higher *05.04 Grade Level* code and the parameters above to determine the correct value to WRITE

IF *05.04 Grade Level* is not the same for all student records associated with this class,

Additional Criteria (continued)
AND there are three or more different codes used among the records, AND at least one of the *05.04 Grade Level* codes # 'KN' or '01' or '02' or '03', AND one grade level count > 50% of the total count, use the majority *05.04 Grade Level* code and the parameters above to determine the correct value to WRITE
IF *05.04 Grade Level* is not the same for all student records associated with this class, AND there are three or more different codes used among the records, AND at least one of the *05.04 Grade Level* codes # 'KN' or '01' or '02' or '03', AND no grade level count > 50% of the total count, AND at least one *05.04 Grade Level* code is within 'KN' - '08', (even IF one *05.04 Grade Level* code is within '09' – '12', as long as there are more *05.04 Grade Level* codes within 'KN' – '08'), THEN WRITE 'K'
IF *05.04 Grade Level* is not the same for all student records associated with this class, AND there are three or more different codes used among the records, AND at least one of the *05.04 Grade Level* codes # 'KN' or '01' or '02' or '03', AND no grade level count > 50% of the total count, AND at least one *05.04 Grade Level* code is within 'KN' - '08', (even IF at least one *05.04 Grade Level* code is within '09' – '12', as long as there are more *05.04 Grade Level* codes within '09' – '12'), THEN WRITE 'L'
IF *05.04 Grade Level* is not the same for all student records associated with this class, AND there are three or more different codes used among the records, AND at least one of the *05.04 Grade Level* codes # 'KN' or '01' or '02' or '03', AND no grade level count > 50% of the total count, AND at least one *05.04 Grade Level* code is within 'KN' - '08', AND at least one *05.04 Grade Level* code is within '09' – '12', AND there are the same number of records with *05.04 Grade Level* codes within 'KN' – '08' AND '09' – '12', THEN WRITE 'L'

UC/CSU Course

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
INST MS CR	15.08	UC/CSU Approved Course	None
Action		IF 15.08 UC/CSU Approved Course = A or B or C or D or E or F or G or GA or GB or GC or GD or GE or GF or GO, THEN WRITE 'Y', ELSE WRITE "N"	
Section Selection Criteria		PAIF-SelectStaffDetail	

CDE Data Element(s) Populated

Source Form				Item # and Mnemonic	Name	Additional Criteria
Pg	Sec	Row	Col			
1				B.18 UC_CSU_REQ	Course Meets UC/CSU Requirements	

Local Course Number

CSIS Data Element(s) Used

File Format	ID	Name	Criteria
COUR AC TA	08.05.01	Locally Assigned Course Number	None
Action	EXTRACT 08.05.01 Locally Assigned Course Number		
Section Selection Criteria	PAIF-SelectStaffDetail		

CDE Data Element(s) Populated

Source Form						
Pg	Sec	Row	Col	Item # and Mnemonic	Name	Additional Criteria
				B.19 LOC_CRSE_NUM	Local Course Number	None

5. Attachment A - PAIF Staff General Record Layout

Record Type A - One record for every Certificated Staff

Item	Field Name	Start	End	Length	Type	Decimals	Name	Comments
1	SOURCE	1	4	4	C		Submission Source	« PAIF »
2	YEAR	5	6	2	C		Year of Submission	Year of collection
3	REC_TYPE	7	7	1	C		Record Type	« A »
4	CD_CODE	8	14	7	C		County-District Code	Valid County-District code
5	SCH_CODE	15	21	7	C		School Code	Valid school code
6	LAST_NAME	22	~~40~~71	50	C		Last Name	
7	FIRST_NAME	~~41~~72	~~50~~91	20	C		First Name	
8	M_I	~~51~~92	~~51~~92	1	C		Middle Initial	
9	GENDER	~~52~~93	~~52~~93	1	C		Gender	M=Male; F=Female
10	BIRTH_YEAR	~~53~~94	~~54~~95	2	N		Birth Year	
11	ED_LEVEL	~~55~~96	~~55~~96	1	C		Education Level:	1=Doctorate; 2=Master's degree+30 semester hours; 3=Master's degree; 4=Bachelor's degree+30 semester hours; 5=Bachelor's degree; 6=Less than Bachelor's degree
12	YRS_TEACH	~~56~~97	~~57~~98	2	N		Years Teaching	
13	YRS_DIST	~~58~~99	~~59~~100	2	N		Years Teaching in District	
14	IND	~~60~~101	~~60~~101	1	C		American Indian or Alaska Native	Y,N,Blank

Item	Field Name	Start	End	Length	Type	Decimals	Name	Comments
15	CHIN	~~61~~102	~~61~~102	1	C		Asian – Chinese	Y,N,Blank
16	JAPN	~~62~~103	~~62~~103	1	C		Asian – Japanese	Y,N,Blank
17	KOR	~~63~~104	~~63~~104	1	C		Asian – Korean	Y,N,Blank
18	VIET	~~64~~105	~~64~~105	1	C		Asian – Vietnamese	Y,N,Blank
19	ASIAIND	~~65~~106	~~65~~106	1	C		Asian – Asian Indian	Y,N,Blank
20	LAO	~~66~~107	~~66~~107	1	C		Asian – Laotian	Y,N,Blank
21	CAM	~~67~~108	~~67~~108	1	C		Asian – Cambodian	Y,N,Blank
22	OTHASN	~~68~~109	~~68~~109	1	C		Asian – Other	Y,N,Blank
23	HAW	~~69~~110	~~69~~110	1	C		Pacific Islander – Hawaiian	Y,N,Blank
24	GUA	~~70~~111	~~70~~111	1	C		Pacific Islander - Guamanian	Y,N,Blank
25	SAM	~~71~~112	~~71~~112	1	C		Pacific Islander – Samoan	Y,N,Blank
26	OTHPAC	~~72~~113	~~72~~113	1	C		Pacific Islander - Other	Y,N,Blank
27	FIL	~~73~~114	~~73~~114	1	C		Filipino	Y,N,Blank
28	HISP	~~74~~115	~~74~~115	1	C		Hispanic	Y,N,Blank
29	BLK	~~75~~116	~~75~~116	1	C		African American - not Hispanic	Y,N,Blank
30	WHT	~~76~~117	~~76~~117	1	C		White not Hispanic	Y,N,Blank
31	OVER_100	~~77~~118	~~77~~118	1	C		NOT POPULATED	BLANK
32	STATUS	~~78~~119	~~78~~119	1	C		Status	T=Tenured; P=Probationary; L=Long-term Substitute or Temporary; O=Other
33	F_P_TIME	~~79~~120	~~79~~120	1	C		NOT POPULATED	BLANK
34	PER_TIME	~~80~~121	~~81~~122	2	C		NOT POPULATED	BLANK
35	FULL_CRED	~~82~~123	~~82~~123	1	C		Full Credential	Y,N,Blank
36	UNIV_INT	~~83~~124	~~83~~124	1	C		University Intern	Y,N,Blank

Item	Field Name	Start	End	Length	Type	Decimals	Name	Comments
37	DIST_INT	~~84~~125	~~84~~125	1	C		District Intern	Y,N,Blank
38	PRE_INT	~~85~~126	~~85~~126	1	C		Pre Intern	Y,N,Blank
39	EMERGENCY	~~86~~127	~~86~~127	1	C		Emergency	Y,N,Blank
40	WAIVER	~~87~~128	~~87~~128	1	C		Waiver of Credential	Y,N,Blank
41	ELEM	~~88~~129	~~88~~129	1	C		Elementary/Self-contained Classroom	Y,N,Blank
42	SEC	~~89~~130	~~89~~130	1	C		Secondary/Subject-specific Classroom	Y,N,Blank
43	GEN_SEC	~~90~~131	~~90~~131	1	C		General Secondary	Y,N,Blank
44	AGRI	~~91~~132	~~91~~132	1	C		Agriculture	Y,N,Blank
45	ART	~~92~~133	~~92~~133	1	C		Art	Y,N,Blank
46	BUSINESS	~~93~~134	~~93~~134	1	C		Business	Y,N,Blank
47	ENGLISH	~~94~~135	~~94~~135	1	C		English	Y,N,Blank
48	FOR_LANG	~~95~~136	~~95~~136	1	C		Foreign Language	Y,N,Blank
49	HEALTH	~~96~~137	~~96~~137	1	C		Health Science	Y,N,Blank
50	HOME_ECON	~~97~~138	~~97~~138	1	C		Home Economics	Y,N,Blank
51	IND_TECH	~~98~~139	~~98~~139	1	C		Industrial and Technology	Y,N,Blank
52	LIFE_SCI	~~99~~140	~~99~~140	1	C		Life Science	Y,N,Blank
53	MATH	~~100~~141	~~100~~141	1	C		Mathematics	Y,N,Blank
54	MUSIC	~~101~~142	~~101~~142	1	C		Music	Y,N,Blank
55	PHYS_ED	~~102~~143	~~102~~143	1	C		Physical Education	Y,N,Blank
56	PHYS_SCI	~~103~~144	~~103~~144	1	C		Physical Science	Y,N,Blank
57	SOC_SCI	~~104~~145	~~104~~145	1	C		Social Science	Y,N,Blank
58	VOC	~~105~~146	~~105~~146	1	C		Vocational	Y,N,Blank

Item	Field Name	Start	End	Length	Type	Decimals	Name	Comments
59	SPEC_ED	~~106~~147	~~106~~147	1	C		Special Education Specialist	Y,N,Blank
60	READING	~~107~~148	~~107~~148	1	C		Reading Specialist	Y,N,Blank
61	BCC	~~108~~149	~~108~~149	1	C		Bilingual Education (BCC or BCLAD)	Y,N,Blank
62	ELD	~~109~~150	~~109~~150	1	C		English Language Development (CLAD, LDS, or ESL)	Y,N,Blank
63	SDAIE	~~110~~151	~~110~~151	1	C		Specially Designed Academic Instruction in English (SDAIE)	Y,N,Blank
64	ADULT	~~111~~152	~~111~~152	1	C		Adult Education	Y,N,Blank
65	SPEC_SUBJ	~~112~~153	~~112~~153	1	C		Special Designated Subject	Y,N,Blank
66	DID	~~113~~154	~~122~~163	10	C		District Assigned I. D. Number	
67	PROCESS_METHOD	~~123~~164	~~123~~164	1	C		Process Method	"C"
	Record Length			164				

6. Attachment B - PAIF Staff Detail Record Layout

Record type B - One record for every certificated staff, school, class room and class period combination.

Item	Field Name	Start	End	Width	Type	Decimals	Name	Comments
1	SOURCE	1	4	4	C		Submission Source	« PAIF »
2	YEAR	5	6	2	C		Submission Year	Year of collection
3	REC_TYPE	7	7	1	C		Record Type	« B »
4	DID	8	17	10	C		District Assigned I. D. number	
5	CD_CODE	18	24	7	C		County/district code number	
6	SCH_CODE	25	31	7	C		School code number	
7	LAST_NAME	32	81	50	C		Last name	
8	FIRST_NAME	82	101	20	C		First name	
9	M_I	102	102	1	C		Middle Initial	
10	ASN_CODE	103	106	4	C		Assignment code	
11	ASN_PCT	107	112	6	N	2	FTE Percent in Assignment	Implied decimal point not included (.)
12	CLASS_ROOM	113	122	10	C		Class room	
13	CLASS_PERIOD	123	132	10	C		Class period	
14	MULT_TEACH_STAT	133	134	2	C		Multiple teachers in class	
15	MALE_ENROLL	135	137	3	N		Male enrollment	
16	FEMALE_ENROLL	138	140	3	N		Female Enrollment	

Item	Field Name	Start	End	Width	Type	Decimals	Name	Comments
17	GD_LEV	142	142	1	C		Grade level	A = any of K-3 B = 4 C = 5 D = 6 E = 7 F = 8 G = 9 H = 10 I = 11 I2 J = 12 K = Multiple grades, no majority (K-8) L = Multiple Grades, no majority (9-12) Blank = Not applicable
18	UC_CSU_REQ	141	141	1	C		Course meets UC/CSU requirements	Y, N, or Blank
19	LOC_CRSE_NUM	143	152	10	C		Local Course Number	
	Record Length			152				